



## CITY COUNCIL WORK SESSION DEPARTMENT REPORT

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**TO:** Matthew R. Schmitz, MPA - City Manager  
**FROM:** Brett Soukup, Airport Manager  
**DATE OF MEETING:** December 4, 2023  
**ITEM TITLE:** Department Report – Airport Department

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### Fuel – Fuel Sales Update

- 100LL –1,021 gal.
- Jet A –1,015 gal.

### Grounds:

- We have been moving dirt around different places on the airport to fill in different holes.

### Equipment:

- We purchased running boards for the pickup truck. The truck sits up so much that I am worried that the seat will get worn out before it needs to be from sliding in and out.

### Miscellaneous:

- The DNR came out to do a site visit for North Apron. This was to ensure that the contractor had the SWEEP and paperwork filled out for this project. We also discussed the SWWIP for the airport. This will outline all the places where spills will and can happen. We are supposed to have a book put together for this as well. I was able to find the old book that was put together in the early 90s. I just went ahead and started putting a new updated book together. When this gets done, we can apply for the new permit that we will need to renew yearly. This process is very lengthy, but I was able to do a good majority of the work. I sent this on to Bolton & Menk for review.
- The North apron is just about done, all that's left to do is painting and the fence around the outside. They came on November 21<sup>st</sup> to do the seeding just before the snow.
- All the utilities are fixed and working.
- I have been working on the revisions to the rules and regulations.
- We received a load of 100LL which was a little over 6,700 gallons.
- Traffic has been steady and in the last couple of weeks we have seen an increase in jet traffic and jet fuel sales.